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MEMORANDUM

DATE: Dec. 13, 2011

FROM: Timothy J. Palmatier
Undersecretary, Management and Finance

RE: State Charge Per Authorized Credit Card Transaction

Effective January 3, 2012 in accordance with R.S.49:316, and as approved by the Office of the Treasurer of the State of Louisiana, the \$2 state charge per authorized credit card transaction for activities that take place via mail, phone or internet shall be \$5. This is the only increase to this state charge since 2003 and is implemented to offset the processing costs associated with credit card transactions.

Please address any questions or concerns to:

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